



ALAMEDA COUNTY
CONGESTION MANAGEMENT AGENCY

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ADMINISTRATION & LEGISLATION COMMITTEE

MEETING NOTICE

Monday, January 12, 2003; 9:30 a.m.

CMA Board Room
1333 Broadway, Suite 220
Oakland, California 94612

Members:

Chair: Director Peter Snyder
Vice Chair: Councilmember Larry Reid
Councilmember Jeff Wieler
Mayor Shelia Young
Mayor Gus Morrison
Area 4 Alt: Supervisor Scott Haggerty
Director Pat Piras

Staff Liaison: Dennis Fay
Secretary: Christina Muller

AGENDA (#)

1.0 PLEDGE OF ALLEGIANCE

2.0 PUBLIC COMMENT

Members of the public may address the Committee during "Public Comment" on any item not on the agenda. Public comment on an agenda item will be heard when that item is before the Committee. Anyone wishing to comment should make his or her desire known to the Chair.

3.0 MINUTES OF DECEMBER 8, 2003 MEETING* (page 1)

Approval

4.0 ADMINISTRATIVE MATTERS

4.1 CMA Board Retreat: Agenda* (page 5)

Discussion/Action

The annual Board retreat will be held Saturday, February 7, 2004 at the Waterfront Hotel in Oakland. The committee has suggested several topics for the retreat: a review of CMA funding programs, status of Measure B projects, the 2004 STIP, the evolving definition and identification of high priority projects, State Legislative priorities, reauthorization of the federal transportation program, and BART to San Jose. In December, the Board agreed to "funding" as the theme. A draft agenda is attached for the Committee's consideration and approval.

4.2 Draft FY 2004-2005 Work Program* (page 7)

Discussion/Action

In accordance with the joint powers agreement, the CMA Board must adopt a budget in March of each year. A draft budget must be released for review and comment in February. In order to prepare a budget, a work program is necessary. The attached material provides a proposed draft work program. Due to the State budget crisis there are significant uncertainties with regard to several projects and programs included in the work program. It is recommended that the Committee approve the draft work program and forward it to the CMA Board for action.

4.3 SMART Corridors Program: Construction Project Status Report* (page 19)

Discussion/Action

The Administration and Legislation Committee is requested to review and accept the Construction Project Status Report. This item is also on the Plans & Programs Committee agenda for information only.

4.4 I-680 Sunol Grade Soundwall Project: Award of Construction Contract* (page 25)

Discussion/Action

At the October meeting, the CMA Board authorized the Executive Director to request bid proposals for the construction of soundwalls for the I-680 HOV lane-widening project. The project was advertised on November 24th and bids will be opened on January 6th. The engineer's estimate for the construction is \$8.7 million. Staff will provide the committee with a summary of the bids received at the January 12th meeting. It is recommended that the Administration & Legislation Committee forward a recommendation to the CMA Board for the award of this contract.

4.5 Project Monitoring & Delivery Assistance: Project Delivery Management (PDM) Group Contract* (page 29)

Discussion/Action

It is recommended that the Administration & Legislation Committee forward a recommendation to the CMA Board authorizing the Executive Director to execute a one-year contract with the Project Delivery Management Group (PDM) for an amount not to exceed \$580,000. The scope of work included in the PDM contract includes a continuation of project monitoring and project delivery assistance currently being provided to the CMA. Funding for this contract is provided through ongoing project grants and the CMA TIP.

4.6 Executive Director's FY 2003-04 Objectives: Status Report* (page 33)

Information/Discussion

Section 6 of the agreement between the CMA and Executive Director requires annual objectives to be agreed upon at the beginning of the fiscal year. FY 2003-04 objectives were established in the summer 2003. Section 6 also requires a six-month progress report to the Administration & Legislation Committee on the agreed upon objectives. That progress report is attached.

5.0 LEGISLATION/PUBLIC AFFAIRS

5.1 Sacramento Report

Information/Discussion

The Governor is scheduled to release his proposed FY 2004-05 Budget on January 9, 2004. A report from the CMA's Sacramento representative will be available at the Committee meeting.

6.0 STAFF AND COMMITTEE MEMBER REPORTS

7.0 ADJOURNMENT/NEXT MEETING: MONDAY, FEBRUARY 9, 2003

- * Attachment enclosed for members and key staff.
- ** Materials will be handed out at the meeting.
- (#) All items on the agenda are subject to action and/or change by the Committee.
- ✓ Materials are separately attached to the meeting packet.

*PLEASE DO NOT WEAR SCENTED PRODUCTS SO INDIVIDUALS WITH
ENVIRONMENTAL SENSITIVITIES MAY ATTEND*